

# OPERATING THE COPEASE BOOK COPIER

Your Copease Book Copier exposes, develops, and prints jet black-on-white copies from black or multi-colored originals, including pages from books without removing pages. Model A copies up to 8½x14"; Model B copies up to 14x17".

## TO INSERT DEVELOPER BAG

Slightly depress tank cover clips (11), lift and remove tank cover (10), and place bag of developer (13) on slide-out tray (17). With shutoff valve (16) in closed position, slowly remove cap from developer bag tube (15) and attach tube as shown. Then be sure to open shutoff valve.

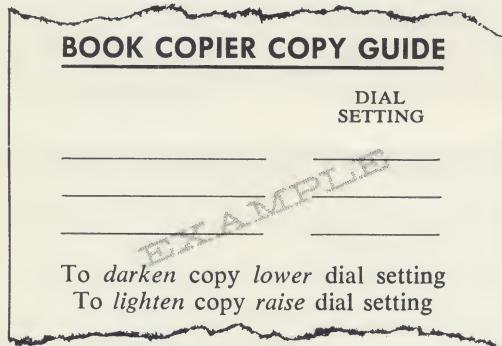
When the developer becomes exhausted reverse the procedure and discard the disposable bag with its contents.

## TO FILL AND EMPTY DEVELOPING TANK

When ready to use the Book Copier, pull developer lever (2) forward-down-outward until it locks in place. This fills the developing tank. When the Book Copier is not in constant use, it is recommended that the developer be returned to its bag by pressing developer lever down and slightly inward, then slowly raising lever to its original position (2). This reduces oxidation and tends to lengthen developer life.

## SETTING THE MACHINE

- Turn motor switch (1) clockwise to "ON" position.
- Set exposure dial (3) to proper setting for original. The correct setting is indicated on the self-adhering Book Copier Copy Guide supplied by your representative.



Your Copease machine runs on 110-volt AC current. For areas with DC current, a converter must be used.

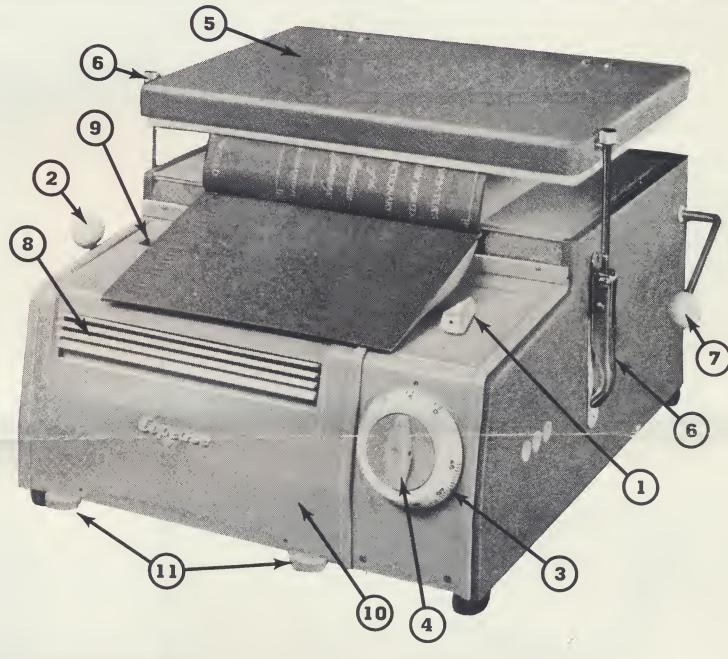
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## COPEASE CORPORATION

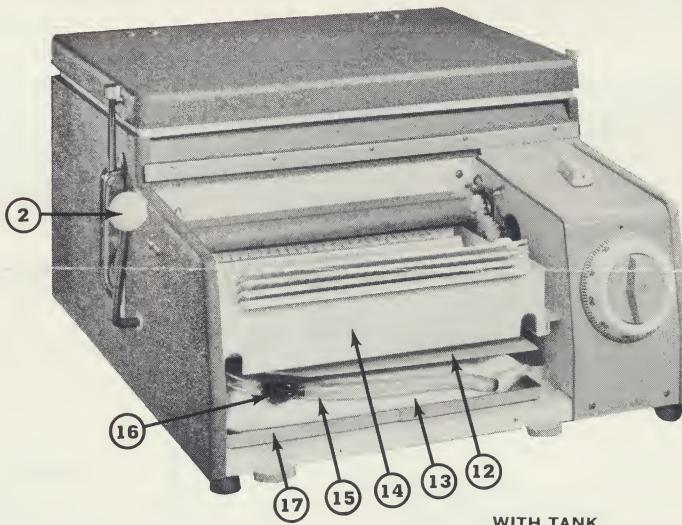
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BRANCHES AND DEALERS IN PRINCIPAL CITIES



1. On/off switch	10. Tank cover
2. Developer lever	11. Tank cover clips
3. Exposure dial	12. Pressure plate
4. Timer	13. Developer bag (disposable)
5. Lid	14. Developing tank
6. Side clamps	15. Developer tubing
7. Lid lock lever	16. Developer shutoff
8. Developer slots (in)	17. Developer bag tray
9. Developed copy (out)	



**Copease®**

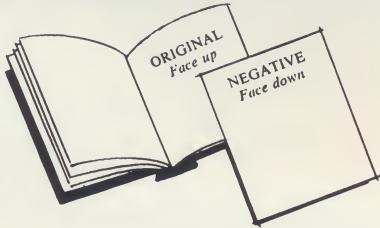
# MAKING COPIES with the COPEASE BOOK COPIER

**LOCATION . . .** The Copease Book Copier operates under any normal office lighting conditions. No darkroom is needed. For best results avoid direct daylight or sunlight. Place the Book Copier in a location easily accessible to all who will use it.

**Negative paper is light sensitive. Keep dispenser or envelope closed. Remove sheets only as needed.**

## 1. PREPARE TO EXPOSE

- Press lid down firmly on book or document to be copied. Lock rear of lid (5) in place by pulling handle (7) forward and down.
- Adjust side clamps (6) to accommodate thickness of object being copied. Release side clamps (6) and raise front edge of lid.
- Place negative paper face down on top of page to be copied.



## 2. EXPOSE

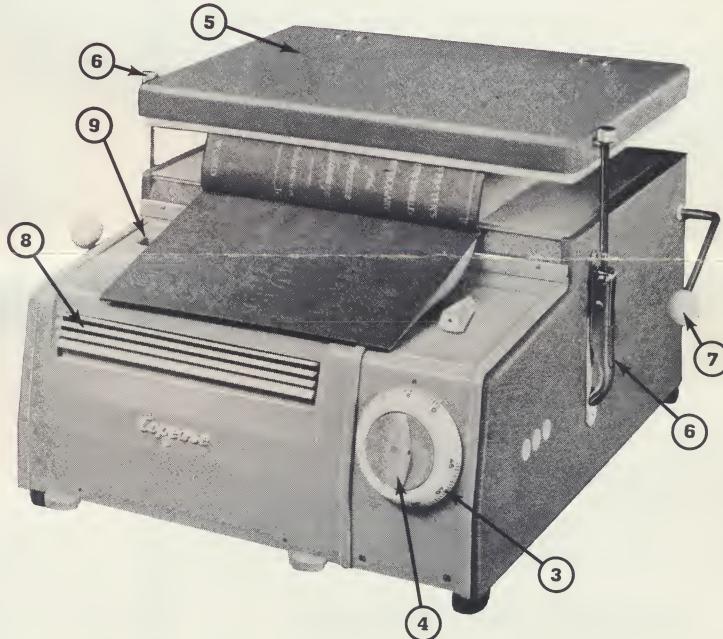
- Turn book over with back of negative facing glass.
- Close lid and secure the side clamps (6).
- Make certain exposure dial (3) is set for original to be copied (See Copy Guide).
- Turn timer (4) clockwise to its stop, press in to start timer.

## 3. DEVELOP

When the timer shuts off, place positive face down on negative and feed them into any two consecutive slots (8) of the developer unit. (All 3 slots are used when making double-sided copies.) Extend bottom sheet  $\frac{1}{4}$ " ahead. Papers will emerge from slot 9.

## 4. SEPARATE

Wait approximately 10 seconds before separating positive and negative.



## HINTS FOR BETTER COPIES...

PROBLEM	CAUSE	REMEDY
1. Brown copy .....	Separating papers too quickly	Hold papers together 5 to 10 seconds
2. Faint image.....	Pre-exposure Over exposure	Protect negative from direct outside exposure Lower dial setting
3. Filled-in image, dark background .....	Under exposure Uneven lid pressure	Raise dial setting Readjust lid
4. Uneven copy and discolored back- ground .....	Old developer	Change developer
5. Poor copy at one end of sheet.....	Feeding into developer too quickly	Feed in at speed of machine
6. Sticking .....	Failure to separate papers in reasonable time	Separate papers before 1 minute

## MAINTENANCE

Because of its fine construction, your Copease machine requires very little care. An occasional wiping with a damp cloth will keep it looking new for many years.

## GUARANTEE

Copease machines are guaranteed to the original owner against imperfections in workmanship or materials for a period of one year from date of sale, provided the machine is registered with Copease. To guarantee your machine, fill out and mail the guarantee registration card.

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